Fact Sheet on Citizen Corps Program (CCP)

Overview: The Citizen Corps mission is to bring community and government leaders together to coordinate the involvement of community members in emergency preparedness, planning, mitigation, response, and recovery.

Program Requirements: The FY 2007 Citizen Corps Program (CCP) funds provide resources for States and local communities to: 1) bring together the appropriate leadership to form and sustain a Citizen Corps Council; 2) develop and implement a plan or amend existing plans to achieve and expand citizen preparedness and participation; 3) conduct public education and outreach; 4) ensure clear alerts/warnings and emergency communications with the public; 5) develop training programs for the public, for both all-hazards preparedness and volunteer responsibilities; 6) facilitate citizen participation in exercises; 7) implement volunteer programs and activities to support emergency responders; 8) involve citizens in surge capacity roles and responsibilities during an incident in alignment with the Emergency Support Functions and Annexes; and 9) conduct evaluations of programs and activities.

All grant recipients must register their Citizen Corps Council on the Citizen Corps website, www.citizencorps/gov, and manage their program and contact information listed on the site. The DHS base allocations for the FY07 grant is $328,817. However, based on priority emphasis for this initiative the FY07 grant submission will attempt to secure approximately $700,000 using the general State Homeland Security Grants Program funds.

Virginia's Program: In 2001 Governor Mark Warner created Virginia Corps to capture the renewed spirit of volunteer service and community preparedness that has emerged since Sept. 11, 2001. It serves as a central clearinghouse for volunteer opportunities across Virginia.

Virginia Corps also localizes Citizen Corps -- the national homeland security and preparedness initiative. Virginia's Citizen Corps helps residents make their communities safer from emergencies and disasters by getting them involved in these preparedness efforts. Fifty local Citizen Corps Councils now coordinate outreach and programs, reaching approximately 75 percent of Virginia's population. http://www.vaemergency.com/citcorps/councils/index.cfm

CERTs – Community Emergency Response Teams – are taking off. There are now 50 teams around the state, with more than 2,000 trained Virginia volunteers. Two state agencies and six universities have implemented CERT training, and Nextel and PBS are conducting training for their employees. CERTs provided widespread and significant support during and after Hurricane Isabel; during spring flooding in Tazewell County; after a tornado swept through Danville; and during a TB public health incident in Chesapeake. http://www.vaemergency.com/citcorps/CERT/index.cfm

Neighborhood Watch and Volunteers in Police Service programs now include 4,794 groups across Virginia, averaging 66 households each. These groups have started forming partnerships with local CERT programs to increase enrollment. http://www.vaemergency.com/citcorps/neighborhood/index.cfm

In addition to 12 Virginia Medical Reserve Corps programs established with grant funding, Hampton and Richmond are developing programs without grant money. http://www.vaemergency.com/citcorps/medreserve/index.cfm

Reporting Requirements: All financial reporting requirements for CCP funds are detailed in the grant guidance. The Virginia SAA, Department of Emergency management, must coordinate the financial, programmatic, and administrative issues relating to the Citizen Corps mission with the State Citizen Corps Program Manager. The State Citizen Corps Program Manager must also participate in the G&T required monitoring process.

Authorized Program Expenditures
- Allowable Planning Costs
    - Public Education and Outreach
    - Develop and implement homeland security support programs and adopt ongoing DHS National Initiatives
    - Develop and enhance plans and protocols
    - Develop and conduct assessments
    - Establish, enhance, or evaluate Citizen Corps related volunteer programs
    - Hiring of full- or part-time staff or contract/consultants to assist with planning activities (not for the purpose of hiring public safety personnel fulfilling traditional public safety duties

- o Conferences to facilitate planning activities
- o Materials required to conduct planning activities
- o Travel/per diem related to planning activities
- o Overtime and backfill costs (IAW operational Cost Guidance)
- o Other project areas with prior approval from G&T
- Allowable Organizational Activities
  - o Hiring of full- or part-time staff or contractors for emergency management activities
- Allowable Equipment Categories
  - o Information Technology
  - o Cyber Security Enhancement Equipment
  - o Medical Supplies and Limited Pharmaceuticals
  - o Power Equipment
  - o CBRNE Reference Materials
  - o Other Authorized Equipment
- Allowable Training Costs
  - o Overtime and backfill for emergency preparedness and response personnel attending G&T-sponsored and approved training classes and technical assistance programs
  - o Overtime and backfill expenses for part-time and volunteer emergency response personnel participating in G&T training
  - o Training workshops and conferences
  - o Full- or part-time staff or contractors/consultants
  - o Travel
  - o Supplies
  - o Tuition for Higher Education
  - o Other items
- Allowable Exercise Related Costs
  - o Design, Develop, Conduct and Evaluate an Exercise
  - o Exercise planning workshop
  - o Full- or part-time staff or contractors/consultants
  - o Overtime and backfill costs, including expenses for part-time and volunteer emergency response personnel participating in G&T exercises
  - o Implementation of HSEEP
  - o Travel
  - o Supplies
  - o Other items
- Allowable Management and Administrative Costs
  - o Hiring of full- or part-time staff or contractors/consultants to assist with the management of the respective grant program, application requirements, compliance with reporting and data collection requirements
  - o Development of operating plans for information collection and processing necessary to respond to G&T data calls
  - o Overtime and backfill costs
  - o Travel
  - o Meeting related expenses
  - o Authorized office equipment
  - o Recurring expenses such as those associated with cell phones and faxes during the period of performance of the grant program
  - o Leasing or renting of space for newly hired personnel during the period of performance of the grant program